

## Chapter 2.08

### CITY TREASURER

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**2.08.010 Office created — Election — Term.** There shall be within the city a city treasurer who shall be elected and serve for a four-year term and until a successor is elected and qualified as is provided by statute. (Ord. 8 1-23 § 1, 1980).

**2.08.020 Bond required — Compensation.** Before entering upon the duties of his office, the city treasurer shall give a bond with sureties to be approved by the city council in an amount required by the city council, the amount not to be less than required by statute. The bond shall be conditioned upon the faithful performance by the treasurer of his duties, and to indemnify the city for any loss due to any neglect of duty or wrongful act on the part of the treasurer. The city treasurer shall receive such compensation as may be from time to time provided by ordinance. (Ord. 8 1-23 § 2, 1980).

**2.08.030 Duties generally.** The treasurer shall perform such duties as may be prescribed by statute or ordinance. The treasurer shall receive all money paid into the city, either directly from the person paying the money, or from the hands of such other officers or employees as may receive it, and shall pay out only on vouchers or orders properly signed by the city clerk and the mayor. (Ord. 8 1-23 § 3, 1980).

**2.08.040 Deposit of funds.** The treasurer shall deposit city funds in one or more of the following designated depositories:

- A. The City National Bank of Hoopeston;
- B. Citizens Federal Savings and Loan Association of Hoopeston;
- C. Iroquois Federal Savings and Loan of Hoopeston;

and shall keep the city money separate and distinct from his own and shall not intermingle his own money with it or make private or personal use of the city funds. (Ord. 8 1-23 § 4, 1980).

**2.08.050 Recordkeeping.** The treasurer shall keep such records showing all money received, the source from which it was received, and the purpose for which it was paid

out; and shall keep records at all times showing the financial status of the city. (Ord. 8 1-23 § 5, 1980).

**2.0 8.060 Account keeping.** The treasurer Shall keep such books and accounts as may be required by the council and shall keep them in the manner required by the council. (Ord. 8 1-23 § 6, 1980).

**2.08.070 Financial reports.** The treasurer shall make monthly reports to the council showing the state of the finances of the city, and the amounts received and spent during the month, which reports shall be filed. The treasurer will be responsible for an annual report at the close of the fiscal year with the total amount of all receipts and expenditures of the city and transactions during the preceding year. Each report shall be verified under oath. The treasurer shall file a copy of the annual report of receipts and expenditures with the city clerk and after publication thereof, shall file a copy of same together with the clerk's affidavit in the office of the county collector, all in the manner provided by law. (Ord. 8 1-23 § 7, 1980).

**2.08.080 Keeping of register of warrants, bonds and orders.** The treasurer shall keep a register of all warrants, bonds or orders filed with him or paid by him, and all vouchers, as is required by statute. (Ord. 81-23 § 8, 1980).

**2.08.090 Vacancy filling.** In case the office of the city treasurer becomes vacant for any reason, it shall be filled by the mayor with the advice and consent of the council as is provided by statute. (Ord. 8 1-23 § 9, 1980).